

**Western Kentucky University**  
**Staff Council**  
**Meeting Minutes for Wednesday, May 4th, 2016**  
**MMTH Regents Room**

- **Call to Order** – Meeting started at 9:14 a.m.
- **Attendance** –
  - *Present:* Luke Bartlett, Kaliegh Belda, Otto Finta, Brooklyn Foster, Deirdre Greene, Josh Marble, Dr. Richard Miller, Mary Nunn, Jan Renusch, Dr. Tamela Smith, Laura Upchurch, Candy Walker, Chonda White
  - *Absent:* Jennifer Robbins, Jenny Toomey
- **Reading/Approval of previous minutes** – Meeting minutes from April meeting reviewed and approved with corrections. April meeting minutes have been posted to the website.
- **Staff Council Chair Report** –
  - Chair discussed employees receiving late evening calls from Envolve PeopleCare (formerly Live Healthier) representatives with Wade Pinkard, Employee Wellness Manager. Wade will contact Chair with information regarding approved call windows. The current wellness program is being evaluated. There were some questions regarding telephone calls for health coaching. Employees can opt out of the program by informing the program representative calling that they no longer wish to participate.
  - Chair contacted Parking and Transportation regarding parking issue related to dumpsters taking up parking spaces at Academic Complex and Grise Hall, which resulted in lack of parking for University service vehicles. Jennifer Tougas stated that the dumpsters may have “migrated” during the pick-up process. PTS will request for the dumpsters to be moved to more appropriate location.
  - Chair received email from Connie Foster for Library Advisory Council. Committee membership will be re-evaluated once elections are finalized.
  - Chair contacted Ben Johnson/David Emerson regarding smoking policy for DSU for LEED designation.
  - Chair asked Mary Nunn to handle approval for inter-account for payment for Fall Break brunch.
- **Staff Regent Report** –
  - Chair presented motion to schedule a special meeting in order to create a resolution in regards to the presidential search. Motion seconded by Kaliegh Belda. Staff council members will be gathering information from their constituents and presenting this information at the meeting.
- **Treasurer’s Report** –
  - No report
- **Webmaster Report** –
  - Discussion of Staff Leadership portion of Staff Council website.

**University Committee Reports:**

- University/Academic Calendar Committee
  - No report
- Benefits Committee
  - Review of current wellness program findings.
- Budget Council Committee
  - No report
- Campus Library Advisory Council
  - No report
- Campus Master Planning Committee
  - No report
- Parking Appeals Committee
  - All members have been attending meetings and appeals are being addressed quickly.
- Parking and Transportation Committee
  - No report
- Preston Center Advisory Board
  - No report

- Staff Excellence Committee
  - No report
- Legislative Committee
  - Otto Finta is planning to resign from this committee. After staff council elections, committee membership will be addressed.
- University Senate
  - Elections held recently.

### **Standing Committee Reports**

- Staff Leadership Committee
  - No report
- Book Scholarship Committee
  - Six applications received for book scholarship for Summer 2016. Two scholarships of \$50 each will be awarded.
- Staff Satisfaction Committee
  - Discussion of survey has been delayed until 2016-2017 Staff Council members are elected.

### **Ad-hoc Committee**

- Staff emeritus committee report on findings
  - Committee met recently to discuss and research this topic. Dr. Tamela Smith will write up information and provide a draft to Staff Council for discussion.

### **Old Business**

- Reviewed changes to be made to Staff Council constitution.
  - The constitution will be amended to increase the overall membership by increasing membership in each of the categories.
  - A motion was brought forth and seconded to include treasurer as a standing member of the Book Scholarship Committee. Constitution will be amended accordingly.
- Nominations for elections will close at end of business May 4, 2016. Chair will send out a reminder email to all staff this before election process ends.

### **New Business**

- Discussion regarding lack of anonymous emails received over the last several months. Council discussed the upcoming changes to Staff Council constitution, which will provide additional representation in the future. With greater representation, we hope to see increased communication from staff members.
- Discussion of budgetary changes recently announced by Dr. Ransdell.
- Discussion of Staff Council retreat scheduled for June.

**Adjournment** – Meeting adjourned at 11:20 a.m.